

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Underhill Town Hall
Tuesday, January 15, 2019 6:00 p.m.**

Selectboard: Kurt Johnson, Pat Sabalis and Dan Steinbauer

Town Staff: Brian Bigelow

Public: Ruth Miller (MMCTV), Kendra Gangl

6:00 p.m. Call to order, adjustments to agenda. Meeting called to order by Chair. Add Draft FY18 Audit Management Discussion Letter and vote on Town Plan amendments to New Business.

6:01 p.m. Public Comment Period. Kendra Gangl in attendance to see if her landlord was in attendance in response to Emergency Health Order. He was not. Process may not have been served at this point.

6:02 p.m. Old Business.

FY19-20 Budget Review Update. Selectboard and staff discuss proposed limited changes.

Draft Town Meeting Articles. Draft articles and input from review by VLCT reviewed. Changes to be discussed with Town Clerk.

Draft Town Meeting Selectboard Report. Comments discussed. Adding comments about impact of articles passage proposed. Pat Sabalis to make edits.

6:55 New Business.

VTrans 2019 Certificate of Highway Mileage. Selectboard reviewed and by consensus signed the annual Certificate noting that no highways were added, discontinued or reclassified in 2018.

Chittenden Solid Waste District (CSWD). Dan Steinbauer, Underhill's Representative on the CSWD Board, discussed Community Clean UP Funds available through the CSWD. And suggested having CSWD staff attend a future Selectboard meeting to discuss current projects.

Town Plan Amendment. Staff confirmed that approval of the amendments to the Town Plan is at the Selectboard level and does not require an Australian Ballot item like amendments to the zoning bylaw.

Kurt Johnson moved approval of the amendments to the 2015 Underhill Town Plan which were subject of Selectboard Public Informational Hearings on December 4 and December 18, 2018. Pat Sabalis seconded and the motion passed by a vote of 3-0.

Draft FY18 Audit Management Discussion Letter. Draft Letter discussed. Consensus to have the Chair sign and have Staff contact A.M. Peisch to confirm policies referred to in Statements 41 and 42.

Irish Settlement Culvert. Status of Irish Settlement culvert construction project discussed. Staff to contact GW Tatro and request a revised invoice for 90% of total project cost. Structure and Site to be inspected in the spring.

7:31 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Kurt Johnson moved to approve the minutes of the January 8, 2019 1:00 PM Special Meeting of the Selectboard held jointly with the Town of Jericho. Pat Sabalis seconded and the motion passed by a vote of 3-0.

Kurt Johnson moved to approve the minutes of the January 8, 2019 5:00 PM Special Meeting of the Selectboard. Pat Sabalis seconded and the motion passed by a vote of 3-0.

Kurt Johnson moved to approve the minutes of the January 2, 2019 Special Meeting of the Selectboard. Pat Sabalis seconded and the motion passed by a vote of 3-0.

Kurt Johnson moved to approve the minutes of the December 28, 2018 Special Meeting of the Selectboard. Pat Sabalis seconded and the motion passed by a vote of 3-0.

7:40 p.m. Member Items, Correspondence, Announcements, Schedule.

Correspondence. Selectboard acknowledged receipt of:

- Budget Status Report dated January 14, 2019.
- Email from Brad Holden regarding lease project. Consensus of Selectboard to not proceed at this time. Simple title to perpetual lease lands will vest with current owners of record on January 1, 2020 unless the Selectboard takes action.
- Copy of 2018 Road Ordinance incorporating comments from December 18, 2018 meeting.
- Email from Pam Shover regarding road conditions and after hours contact with Road Crew. Road Foreman's pager number to be included in contact information of Town website.

Schedule. Notice made that the next Regular Selectboard date is January 29, 2019 and that a Special Meeting, joint with Jericho, may be scheduled prior to then.

7:51 p.m. Adjournment. On a motion made by Kurt Johnson and seconded by Pat Sabalis the Selectboard adjourned on a vote of 3-0.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


Kurt Johnson, Chair